

RESOLUTION NO. 1991 - 258

A RESOLUTION TO MAKE APPROPRIATIONS FOR THE CURRENT EXPENSES AND OTHER EXPENDITURES OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY DURING THE YEAR 1992.

BE IT RESOLVED by the Board of Trustees of The Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the appropriation for the current expenses and other expenditures of The Greater Cleveland Regional Transit Authority during the period January 1, 1992 through December 31, 1992 are as indicated below, in order that the amount appropriated to each classification shall be not less than the amount expended and encumbered in each classification during the fiscal year for which such appropriations are made and they are hereby set aside and appropriated:

GENERAL FUND

OPERATIONS

31 PARATRANSIT OPERATIONS

PERSONNEL SERVICES	\$ 3,210,257
OTHER EXPENDITURES	<u>1,576,800</u>
	4,787,057

32 RAIL OPERATIONS

PERSONNEL SERVICES	8,710,708
OTHER EXPENDITURES	<u>1,177,400</u>
	9,888,108

35 TRANSPORTATION MANAGEMENT

PERSONNEL SERVICES	2,457,496
OTHER EXPENDITURES	<u>223,000</u>
	2,680,496

36 POWER

PERSONNEL SERVICES	4,915,232
OTHER EXPENDITURES	<u>4,541,000</u>
	9,456,232

37 FACILITIES MAINTENANCE

PERSONNEL SERVICES	3,214,960
OTHER EXPENDITURES	<u>3,182,500</u>
	6,397,460

OPERATIONS (continued)

40 BUS EQUIPMENT

PERSONNEL SERVICES	15,991,881
OTHER EXPENDITURES	<u>7,523,443</u>
	23,515,324

41 RAIL EQUIPMENT

PERSONNEL SERVICES	4,186,144
OTHER EXPENDITURES	<u>594,197</u>
	4,780,341

43 SATELLITES AND PASS THRU

PERSONNEL SERVICES	
OTHER EXPENDITURES	<u>6,578,851</u>
	6,578,851

45 PARATRANSIT EQUIPMENT

PERSONNEL SERVICES	998,080
OTHER EXPENDITURES	<u>591,600</u>
	1,589,680

46 HAYDEN STATION

PERSONNEL SERVICES	11,295,881
OTHER EXPENDITURES	<u>4,200</u>
	11,300,081

47 WOODHILL STATION

PERSONNEL SERVICES	13,802,827
OTHER EXPENDITURES	<u>4,200</u>
	13,807,027

48 BROOKLYN STATION

PERSONNEL SERVICES	7,070,041
OTHER EXPENDITURES	<u>4,200</u>
	7,074,241

49 TRISKETT STATION

PERSONNEL SERVICES	9,477,952
OTHER EXPENDITURES	<u>4,200</u>
	9,482,152

DIVISION TOTALS

\$111,337,050

MARKETING AND DEVELOPMENT

50 CUSTOMER RELATIONS

PERSONNEL SERVICES	1,502,569
OTHER EXPENDITURES	716,017
	<u>2,218,586</u>

51 COMMUNITY RELATIONS

PERSONNEL SERVICES	204,160
OTHER EXPENDITURES	41,000
	<u>245,160</u>

53 MARKETING

PERSONNEL SERVICES	338,161
OTHER EXPENDITURES	725,500
	<u>1,063,661</u>

54 OPERATIONS PLANNING

PERSONNEL SERVICES	1,465,388
OTHER EXPENDITURES	139,900
	<u>1,605,288</u>

55 STRATEGIC PLANNING & RESEARCH

PERSONNEL SERVICES	355,813
OTHER EXPENDITURES	115,000
	<u>470,813</u>

56 MEDIA RELATIONS

PERSONNEL SERVICES	49,754
OTHER EXPENDITURES	20,500
	<u>70,254</u>

DIVISION TOTALS

\$ 5,673,762

FINANCE AND ADMINISTRATION

60 ACCOUNTING

PERSONNEL SERVICES	1,069,808
OTHER EXPENDITURES	36,000
	<u>1,105,808</u>

61 DATA SYSTEMS

PERSONNEL SERVICES	1,055,251
OTHER EXPENDITURES	382,018
	<u>1,437,269</u>

FINANCE AND ADMINISTRATION (continued)

62 SUPPORT SERVICES

PERSONNEL SERVICES	452,587
OTHER EXPENDITURES	1,353,565
	<u>1,806,152</u>

65 REVENUE

PERSONNEL SERVICES	1,501,937
OTHER EXPENDITURES	178,300
	<u>1,680,237</u>

67 FINANCE

PERSONNEL SERVICES	476,925
OTHER EXPENDITURES	22,600
	<u>499,525</u>

DIVISION TOTALS

\$ 6,528,991

LEGAL

20 CLAIMS

PERSONNEL SERVICES	1,158,884
OTHER EXPENDITURES	2,689,000
	<u>3,847,884</u>

21 LEGAL

PERSONNEL SERVICES	896,849
OTHER EXPENDITURES	1,063,800
	<u>1,960,649</u>

DIVISION TOTALS

\$ 5,808,533

MATERIEL

42 TECHNICAL SERVICES

PERSONNEL SERVICES	573,677
OTHER EXPENDITURES	23,000
	<u>596,677</u>

64 PROCUREMENT

PERSONNEL SERVICES	1,140,358
OTHER EXPENDITURES	199,000
	<u>1,339,358</u>

MATERIEL (continued)

66 INVENTORY

PERSONNEL SERVICES	2,181,715
OTHER EXPENDITURES	7,894,381
	<u>10,076,096</u>

DIVISION TOTALS**\$ 12,012,131****HUMAN RESOURCES**

14 PERSONNEL ADMINISTRATION

PERSONNEL SERVICES	1,046,981
OTHER EXPENDITURES	356,000
	<u>1,402,981</u>

15 SAFETY

PERSONNEL SERVICES	268,185
OTHER EXPENDITURES	351,475
	<u>619,660</u>

17 WORKER'S COMPENSATION

PERSONNEL SERVICES	282,628
OTHER EXPENDITURES	2,283,500
	<u>2,566,128</u>

30 TRAINING SERVICES AND CAREER DEVEL

PERSONNEL SERVICES	1,236,397
OTHER EXPENDITURES	308,234
	<u>1,544,631</u>

DIVISION TOTALS**\$ 6,133,400****ENGINEERING AND CONSTRUCTION**

11 ENGINEERING AND CONSTRUCTION

PERSONNEL SERVICES	1,610,136
OTHER EXPENDITURES	111,000
	<u>1,721,136</u>

DIVISION TOTALS**\$ 1,721,136**

OTHER DEPARTMENTS

10 OFFICE OF EQUAL OPPORTUNITY

PERSONNEL SERVICES	300,533
OTHER EXPENDITURES	9,500
	<hr/>
	310,033

12 EXECUTIVE

PERSONNEL SERVICES	1,441,641
OTHER EXPENDITURES	281,850
	<hr/>
	1,723,491

16 SEC/TREAS - BOARD OF TRUSTEES

PERSONNEL SERVICES	104,727
OTHER EXPENDITURES	107,660
	<hr/>
	212,387

19 INTERNAL AUDIT

PERSONNEL SERVICES	402,662
OTHER EXPENDITURES	32,000
	<hr/>
	434,662

34 TRANSIT POLICE

PERSONNEL SERVICES	5,551,429
OTHER EXPENDITURES	409,000
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	5,960,429

99 FUND TRANSFERS

PERSONNEL SERVICES	
OTHER EXPENDITURES	11,973,887
	<hr/>
	11,973,887

DIVISION TOTALS

\$ 20,614,889

GRAND TOTALS

\$169,829,892

BOND RETIREMENT FUND

Debt Service - Principal	\$ 5,100,000
Debt Service - Interest	2,223,988
	<u>\$ 7,323,988</u>

CAPITAL IMPROVEMENT FUNDS

Construction and Acquisition of Transit Facilities and Equipment	\$ 88,045,967
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INSURANCE FUND

Transfer to General Fund	\$ 1,700,000
Payment of Claims	1,000,000
	<u>\$ 2,700,000</u>

SUPPLEMENTAL PENSION FUND

Transfer to General Fund	\$ 200,000
Benefit Payments	209,000
	<u>\$ 409,000</u>

CUMULATED APPROPRIATIONS

General Fund	\$169,829,892
Bond Retirement Fund	\$ 7,323,988
Capital Improvement Funds	\$ 88,045,967
Insurance Fund	\$ 2,700,000
Supplemental Pension Fund	\$ 409,000

Section 2. That no transfers of funds be made in this appropriation budget from one department to another without approval of the Board of Trustees. Transfers made within a department from one line item to another shall be reported to the Board within thirty days after the end of the month in which said transfer occurred.

Section 3. That as part of this appropriation, the General Manager is granted the authority to upgrade or downgrade positions within a department provided the total number of positions for that department approved in the budget is not exceeded.

Section 4. That this resolution from time to time may be amended in order to appropriate additional monies that are to be received in 1992.

Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: December 17, 1991



President

Attest:



General Manager/Secretary-Treasurer

Attachment A 1992 Budget General Fund Balance Analysis

	1989 Actual	1990 Actual	1991 Estimate	1992 Budget	1993 Estimate	1994 Estimate
Beginning Balance	30,913,098	19,467,375	21,209,111	7,873,165	8,968,587	9,521,241
Revenue						
Passenger Fares	35,565,273	38,341,541	40,752,000	42,000,000	43,260,000	44,558,000
Advertising & Concessions	932,412	937,213	898,500	957,800	1,150,000	1,225,000
Sales & Use Tax	93,198,049	99,721,371	100,300,000	104,000,000	110,240,000	116,850,000
Federal Operating Assistance	3,472,433	19,204,925	9,210,635	9,210,600	9,300,000	9,400,000
State Operating Assistance	3,199,724	7,252,585	6,568,279	6,592,764	6,600,000	6,800,000
Ohio Elderly Fare Assistance	965,846	625,614	625,846	630,000	630,000	650,000
Investment Income	2,720,263	2,161,916	1,600,000	1,100,000	1,100,000	1,300,000
Other Revenue	771,194	2,004,452	1,436,000	1,057,900	950,000	950,000
Reimbursed Expenditures	1,627,324	1,774,381	2,716,000	3,476,250	2,700,000	2,900,000
Transfer From Insurance Fund	0	0	0	1,700,000	0	0
Transfer From Pension Fund	0	0	0	200,000	0	0
Total Revenue	142,452,518	172,023,998	164,107,260	170,925,314	175,930,000	184,633,000
Total Resources	173,365,616	191,491,373	185,316,371	178,798,479	184,898,587	194,154,241
Operating Expenditures						
Personnel Services	96,729,850	105,783,851	109,466,805	109,667,894	112,194,759	116,178,377
Other Expenditures	39,860,586	43,677,349	47,224,401	45,855,391	47,475,738	49,218,994
Total Operating Expenditures	136,590,436	149,461,200	156,691,206	155,523,285	159,670,497	165,397,371
Transfers						
Bond Retirement Fund	7,988,000	7,648,925	7,422,000	6,973,887	4,682,849	4,408,315
Capital Improvement Funds	0	13,172,137	0	5,000,000	11,024,000	11,685,000
Total Transfers	7,988,000	20,821,062	7,422,000	11,973,887	15,706,849	16,093,315
Total Expenditures	144,578,436	170,282,262	164,113,206	167,497,172	175,377,346	181,490,686
Ending Balance	28,787,180	21,209,111	21,203,165	11,301,307	9,521,241	12,663,555
Capital Improvements Contribution	9,319,805	0	6,830,000	0	0	0
Cash Balance	19,467,375	21,209,111	14,373,165	11,301,307	9,521,241	12,663,555
Year-End Encumbrances			-6,500,000			
Available Ending Balance			7,873,165	11,301,307	9,521,241	12,663,555
27th Pay Period				-2,332,720		
Adjusted Available Ending Balance			7,873,165	8,968,587	9,521,241	12,663,555

Attachment B
DEPARTMENTAL STAFFING ANALYSIS
Recommended Staffing Levels by Division

	1991	1992	Change 1991-1992
Operations			
Paratransit Operations	111	88	-23
Rail Operations	228	215	-13
Transportation Management	52	51	-1
Power	121	120	-1
Facilities Maintenance	80	80	0
Bus Equipment	395	391	-4
Rail Equipment	104	103	-1
Paratransit Equipment	0	24	24
Hayden Station	307	296	-11
Woodhill Station	357	375	18
Brooklyn Station	253	188	-65
Triskett Station	272	248	-24
	2,280	2,179	-101
Marketing & Development			
Customer Relations	40	40	0
Community Relations	6	5	-1
Marketing	8	8	0
Operations Planning	37	35	-2
Strategic Planning & Research	8	8	0
Media Relations	1	1	0
	100	97	-3
Material			
Technical Services	12	12	0
Procurement	24	25	1
Inventory	51	51	0
	87	88	1

Attachment B
DEPARTMENTAL STAFFING ANALYSIS
Recommended Staffing Levels by Division

	1991	1992	Change 1991-1992
Finance & Administration			
Accounting	28	27	-1
Data Systems	24	24	0
Support Services	11	11	0
Revenue	38	41	3
Finance	12	10	-2
	113	113	0
Legal			
Claims	32	29	-3
Legal	18	19	1
	50	48	-2
Human Resources			
Personnel Administration	20	24	4
Safety	6	6	0
Worker's Compensation	13	7	-6
Training & Career Development	28	27	-1
	67	64	-3
Other Departments			
Office of Equal Opportunity	7	7	0
Executive	20	21	1
Secretary/Treasurer	11	11	0
Internal Audit	9	9	0
Transit Police	154	141	-13
	201	189	-12
Engineering and Construction			
Engineering and Construction	31	34	3
	31	34	3
Union Officials	3	3	0
GRAND TOTAL	2,932	2,815	-117

Attachment C RTA Capital Fund Balance Analysis

	1989 Actual	1990 Actual	1991 Estimate	1992 Budget	1993 Estimate	1994 Estimate
Beginning Balance	0	4,846,353	11,879,835	4,265,185	3,777,566	3,115,618
Revenue						
Transfer from General Fund (Sales Tax)	8,932,509	13,172,137	6,830,000	5,000,000	11,024,000	11,685,000
Investment Income	275,541	886,969	780,000	548,538	383,327	369,469
Total Revenue	9,208,050	14,059,106	7,610,000	5,548,538	11,407,327	12,054,469
Total Resources	9,208,050	18,905,459	19,489,835	9,813,723	15,184,893	15,170,087
Expenditures						
Routine Capital	2,021,695	4,640,367	4,893,559	2,470,027	3,826,610	3,053,355
Asset Maintenance	1,715,034	903,962	3,937,863	3,566,130	3,242,665	3,006,600
Transfer to Local Match	624,968	0	0	0	5,000,000	6,000,000
UMTA Reimbursement	0	1,481,295	2,073,813	0	0	0
Total Expenditures	4,361,697	7,025,624	10,905,234	6,036,157	12,069,275	12,059,955
Ending Balance	4,846,353	11,879,835	8,584,601	3,777,566	3,115,618	3,110,132
Year-End Encumbrances	0	0	-4,319,416	0	0	0
Available Ending Balance	4,846,353	11,879,835	4,265,185	3,777,566	3,115,618	3,110,132

Attachment D
Grant Fund Balance Analysis
(Local Match and Grant Funds)

	1989 Actual	1990 Actual	1991 Estimate	1992 Budget	1993 Estimate	1994 Estimate
Beginning Balance	33,714,798	33,555,478	27,067,773	22,771,750	17,160,714	12,441,168
Revenue						
Bond Proceeds	\$0	\$0	\$0	\$5,000,000	\$0	\$0
Transfer from General Fund	0	0	0	0	0	0
Transfer from RTA Capital	624,968	0	0	0	5,000,000	6,000,000
Investment Income	2,750,534	2,468,192	1,832,895	1,186,733	881,336	521,371
Federal Capital Grants	34,068,770	44,413,691	45,415,881	37,490,059	40,007,054	47,971,119
State Capital Grants	3,375,754	2,074,498	9,800	1,500,000	1,500,000	2,500,000
Local Match - UDAG	1,619,199	854,956	2,090,846	0	0	0
Other	18,058	2,004	0	6,000,000	0	0
Total Revenue	42,457,283	49,813,341	49,349,422	51,176,792	47,388,390	56,992,490
Total Resources	76,172,081	83,368,819	76,417,195	73,948,542	64,549,104	69,433,658
Expenditures						
Capital Outlay	42,616,603	56,301,046	53,645,445	56,787,828	52,107,936	62,847,449
Total Expenditures	42,616,603	56,301,046	53,645,445	56,787,828	52,107,936	62,847,449
Ending Balance	33,555,478	27,067,773	22,771,750	17,160,714	12,441,168	6,586,209

Attachment E
Bond Retirement Fund Balance Analysis

	1989 Actual	1990 Actual	1991 Estimate	1992 Budget	1993 Estimate	1994 Estimate
Beginning Balance	690,648	667,901	646,000	608,500	398,403	375,050
Revenue						
Transfer from General Fund	7,988,000	7,648,925	7,422,000	6,973,887	4,682,849	4,408,315
Investment Income	267,003	280,300	239,000	140,004	93,698	89,660
Total Revenue	8,255,003	7,929,225	7,661,000	7,113,891	4,776,547	4,497,975
Total Resources	8,945,651	8,597,126	8,307,000	7,722,391	5,174,950	4,873,025
Operating Expenditures						
Debt Service						
Principal	4,600,000	4,800,000	5,100,000	5,100,000	3,095,000	3,115,000
Interest	3,677,750	3,151,126	2,598,500	2,223,988	1,704,900	1,402,683
Total Expenditures	8,277,750	7,951,126	7,698,500	7,323,988	4,799,900	4,517,683
Ending Balance	667,901	646,000	608,500	398,403	375,050	355,342

Attachment F Insurance Fund Balance Analysis

	1989 Actual	1990 Actual	1991 Estimate	1992 Budget	1993 Estimate	1994 Estimate
Beginning Balance	10,487,782	11,541,287	11,566,303	11,921,357	10,021,357	10,821,357
Revenue						
Investment Income	1,053,505	941,426	900,000	800,000	800,000	860,000
Total Revenue	1,053,505	941,426	900,000	800,000	800,000	860,000
Total Resources	11,541,287	12,482,713	12,466,303	12,721,357	10,821,357	11,681,357
Expenditures						
Claims Outlay	0	916,410	544,946	1,000,000	0	0
Transfer to General Fund	0	0	0	1,700,000	0	0
Total Expenditures	0	916,410	544,946	2,700,000	0	0
Ending Balance	11,541,287	11,566,303	11,921,357	10,021,357	10,821,357	11,681,357

Attachment G
Supplemental Pension Fund Balance Analysis

	1989 Actual	1990 Actual	1991 Estimate	1992 Budget	1993 Estimate	1994 Estimate
Beginning Balance	2,094,548	2,022,019	1,941,304	1,880,304	1,581,304	1,504,304
Revenue						
Investment Income	160,306	141,956	155,000	110,000	123,000	118,000
Total Revenue	160,306	141,956	155,000	110,000	123,000	118,000
Total Resources	2,254,854	2,163,975	2,096,304	1,990,304	1,704,304	1,622,304
Expenditures						
Benefit Payments	232,835	222,671	216,000	209,000	200,000	190,000
Transfer to General Fund	0	0	0	200,000	0	0
Total Expenditures	232,835	222,671	216,000	409,000	200,000	190,000
Ending Balance	2,022,019	1,941,304	1,880,304	1,581,304	1,504,304	1,432,304

Attachment H
1992 Budget
Financial Indicators

	1989 Actual	1990 Actual	1991 Estimate	1992 Budget	1993 Estimate	1994 Estimate
Operating Ratio	28.8%	27.9%	27.8%	28.7%	28.7%	28.7%
Operating Reserve (Months)	1.71	1.70	0.60	0.69	0.72	0.92
Cost/Hour of Service	\$63.53	\$65.86	\$67.58	\$72.91	\$73.75	\$76.39
Growth per Year		3.7%	2.6%	7.9%	1.1%	3.6%
Sales Tax Contribution to Capital	10.0%	13.2%	6.8%	4.8% *	10.0%	10.0%

Definitions:

Operating Ratio = Operating Revenue (Fares + Advertising + Interest) / Total Operating Expenditures (Net Capitalized Expenditures)

Operating Reserve = Available Ending Balance / (Total Operating Expenditures/12)

Cost/Hour of Service = Total Operating Expenditures / Total Service Hours

Sales Tax Contribution to Capital = (Capital Improvements Contribution + Capital Improvement Transfers) / Sales & Use Tax Revenue

Notes:

* The total contribution to capital equals 9.6%, or \$10 million (\$5 million General Fund contribution plus proceeds from a \$5 million debt issue).